

## **SWC# 399, Microsoft Premier Support**

### **Contract Information and Usage Instructions**

**Contract Period:** One-year initial term, with 2 one-year renewal options

Start Date: July 1, 2018

Initial End Date: June 30, 2022

Final End Date: June 30, 2023

**Summary/Background Information:** This contract is used to purchase Microsoft Premier Support consulting services. This is a sole-source contract.

#### **State Contact Information**

Michael Gross

Category Specialist

Central Procurement Office

(615) 507-6227

[michael.d.gross@tn.gov](mailto:michael.d.gross@tn.gov)

#### **Vendor Contact Information:**

Microsoft Corp

One Microsoft Way Dept 1120

Redmond, WA 98052

Edison Contract Number # 59368

Vendor ID #70430

Chelsea Bode

Phone number (512) 578-6848

[chbode@microsoft.com](mailto:chbode@microsoft.com)

#### **State Agency Ordering Instructions:**

1. Please consult the contract line items to determine what software or support to order. If you need assistance creating a scope of work, please contact Chelsea Bode with Microsoft.
2. Once you have selected all of the needed services, please contact Chelsea Bode with Microsoft for a quote.
3. Follow your normal requisition/purchase order process to complete the order.

### **Local Government Entity Instructions:**

1. Local Governments and other eligible entities are encouraged to use this contract.
2. Local entities should contact Chelsea Bode with Microsoft with respect to how they would like to conduct business transactions. Her contact information is on the first page.
3. The State requires Microsoft to report all sales to Local Government entities making use of the State contract.

### **Access to Contract Documents Online:**

1. Click on the link below to go to the Supplier Portal homepage:

<https://supplier.edison.tn.gov/psp/suprd/SUPPLIER/ERP/h/?tab=DEFAULT>

2. Click on the “Statewide Contract (SWC) Search” link at the top of the page under “Statewide Contract Information”.
3. Scroll down the list of contracts and locate “Microsoft Premier Support”. Click on the picture of a folder under the “Details” column.
4. You will get a rectangular box and one of the columns (to the right) will say “Contract Documents”, and below will be a picture of a file folder, click on it and you will get a new box with multiple contract documents shown. Click on the picture of the document to view the attachment.